

Your Manufactured/Mobile Home

What homeowners and contractors
should know when altering a home

Department of
**LABOR AND
INDUSTRIES**



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Homeowners, before you alter your home, please consider this:

- You should protect your investment by making sure your contractor obtains all permits, inspections and approvals required by law.
- The lack of a permit, inspection and approval could affect the safety of your home, your ability to obtain home financing, and your ability to obtain insurance or collect on insurance claims.
- A permit, inspection and approval will ensure that the work done on your home conforms with current manufactured/mobile-home safety codes.
- Even if the title has been eliminated on your manufactured/mobile home, alterations still require a permit, inspection and approval by L&I.



Contractors, before you begin an alteration job, please consider this:

- You should protect yourself and your customer by purchasing alteration permits and having all alterations approved, as required by law.
- You could be subject to an audit from L&I for not obtaining the required permits.
- You could face a fine of up to \$1,000 for failing to obtain a permit before beginning an alteration job. Each day and each location on which a violation occurs constitutes a separate violation.
- Additional penalties can be levied for failure to correct any violations noted during an alteration inspection.
- You should protect yourself and your customer by being a registered contractor with bond and insurance coverage, as required by law.

Which alterations require a permit and inspection?

An extensive list of alteration examples is shown on the next two pages. For the purposes of that list, "alteration," "repair" and "replacement" are defined this way:

- **Alteration:** The replacement, addition, modification or removal of any piece of equipment or installation that affects the construction, planning considerations and fire safety, or the plumbing, mechanical and electrical systems.
- **Repair:** To restore an item to sound condition, to fix.
- **Replacement:** The act or process of replacing, to substitute.

(Alterations exempt from a permit must meet applicable code requirements found in WAC 296-150M.)



Here are some examples of work to manufactured/mobile homes that either require or do not require a permit and inspection

TYPE OF WORK	Alteration Permit and Inspection Required.
Air Conditioner/Heat Pump	
(a) New installation	Yes
(b) Replacement	Yes
(c) Reconnection after moving home	Yes
(d) Repair	No
(e) Adjustment and/or maintenance	No
Bottom Board - Repair of normal deterioration	No
Clothes Washer	
(a) New installation (pre-plumbed and wired)	No
(b) Replacement	No
(c) Repair with approved parts	No
(d) Adjustment and/or maintenance	No
Clothes Dryer (Electric)	
(a) New installation (pre-wired electrical)	No
(b) Replacement	No
(c) Repair with approved parts	No
(d) Adjustment and/or maintenance	No
(e) Replacement with gas clothes dryer when modifications to electrical or gas systems are performed	Yes
Clothes Dryer (Gas)	
(a) New installation (pre-plumbed gas)	No
(b) Replacement	No
(c) Repair with approved parts	No
(d) Adjustment and/or maintenance	No
(e) Replacement with electric clothes dryer when modifications to electrical or gas systems are performed	Yes
Dishwasher	
(a) New installation	Yes
(b) Replacement	
(i) Cord connected	No
(ii) Direct wired	Yes
(c) Repair	No
(d) Adjustment and/or maintenance	No
Doors (Interior and Exterior)	
(a) Additional*	Yes
(b) Replacement of door that fits into the same opening	No

TYPE OF WORK	Alteration Permit and Inspection Required.
Electrical	
(a) Replacing main electrical panel	Yes
(b) Adding circuits	Yes
(c) Extending existing circuit(s)	Yes
(d) Replacing lighting fixtures	Yes
(e) Replacing circuit breakers/fuses	No
(f) Replacing switches, receptacles, light bulbs, fluorescent tubes and glass or plastic shades	No
(g) Repairing bath exhaust fans	No
(h) Repairing fans in kitchen range hoods	No
Exterior Finish	
(a) Painting	No
(b) Replacement of siding	Yes
Furnace (Electric)	
(a) New installation	Yes
(b) Replacement	Yes
(c) Repair	No
(d) Adjustment and/or maintenance	No
(e) Replacement with gas furnace	Yes
Furnace (Gas)	
(a) New installation	Yes
(b) Replacement	Yes
(c) Repair	No
(d) Change from LP Gas to Natural Gas or from Natural Gas to LP gas per its listing	No
(e) Adjustment and/or maintenance	No
(f) Replacement with electric furnace	Yes
Gas Lines	
(a) New installation	Yes
(b) Extend existing gas line	Yes
(c) Repair	Yes
Interior	
(a) Painting, wallpapering and similar finish work	No
(b) Replacement or addition of curtains, drapes, blinds, window shades and other window coverings	No
(c) Replacement of carpeting and other floor-covering materials with similar materials	No

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TYPE OF WORK	Alteration Permit and Inspection Required.
Microwave Oven (Over range)	
(a) New installation when electrical system modifications are performed	Yes
(b) Replacement	No
(c) Repair	No
(d) Adjustment and/or maintenance	No
Microwave Oven (Countertop)	No
Pellet Stove	
(a) New installation	Yes
(b) Replacement	Yes
(c) Repair	No
(d) Adjustment and/or maintenance	No
Plumbing	
(a) Adding plumbing fixtures***	Yes
(b) Repairing damage***	Yes
(c) Replacing fixtures***	No
(d) Repairing fixtures***	No
(e) Replacement/repair of shower doors and curtains	No
Range/Cook Top/Eye Level Oven (Electric)	
(a) Replacement	
(i) Cord connected	No
(ii) Direct wired	Yes
(b) Repair with approved parts	No
(c) Adjustment and/or maintenance	No
(d) Replacement with gas appliance(s)	Yes
Range/Cook Top/Eye Level Oven (Gas)	
(a) New installation	Yes
(b) Replacement (w/no changes in gas line)	No
(c) Repair with approved parts	No
(d) Adjustment and/or maintenance	No
(e) Replacement with electric appliance(s)	Yes
Roofing	
(a) Reroofing	Yes
(b) Applying liquid or mastic roof sealant to a metal roof	No
(c) Repair of damaged composition shingles	No

TYPE OF WORK	Alteration Permit and Inspection Required.
Structural changes	
(a) Adding a dormer*	Yes
(b) Truss repairs*	Yes
(c) Add opening in wall**	Yes
(d) Add gypsum board to walls or ceilings	Yes
(e) Repair or replace floor decking/joists	Yes
Water Heater (Electric)	
(a) Replacement w/electric water heater	Yes
(b) Repair	No
(c) Adjustment and/or maintenance	No
(d) Replacement with gas water heater	Yes
Water Heater (Gas)	
(a) Replacement w/gas water heater	Yes
(b) Repair	No
(c) Change from LP gas to Natural Gas or from Natural Gas to LP gas per its listing	No
(d) Adjustment and/or maintenance	No
(e) Replacement with electric water heater	Yes
Windows	
(a) Replacement (except bedroom egress) in same opening with no structural changes	No
(b) Replacement of bedroom egress	Yes
(c) Replacement when structural changes are required*	Yes
(d) Replacement of glass	No
Wood Stove/Fireplace	
(a) New installation	Yes
(b) Replacement	Yes
(c) Repair	No
(d) Adjustment and/or maintenance	No

* May also require a plan review. Please contact your local L&I representative.

** May also require a plan review. The department has detailed drawings you may use for openings in sidewalls. Please contact your local L&I representative.

*** Fixtures include: faucets, sinks, lavatories, laundry tubs, water closets (toilets), tubs, showers and tub/shower combos.

NOTE: Exemption from the permit and inspection requirements shall not be deemed to grant authorization for any work to be done in violation of the applicable code, Chapter 296-150M WAC.

Earthquake-resistant bracing systems

- Earthquake-resistant bracing systems are not an alteration to a home.
- Licensed contractors need to install them.
- A certified installer must be onsite when they are installed.
- The local building department must inspect the installation.

How to protect yourself and your home from fire danger:

(These recommendations come from the U.S. Department of Housing and Urban Development, L&I and the National Fire Protection Association. The association notes: "In 2000, there were 368,000 home fires in the United States, resulting in 3,420 deaths, 16,975 injuries and \$5.5 billion in direct property damage." For more information: www.nfpa.org, or www.usfa.fema.gov and search for "manufactured homes.")

- Test your smoke alarms monthly and replace batteries yearly.
- Have your home-heating system serviced at least once a year.
- Have an annual inspection and cleaning of wood-burning appliances and chimneys.
- Require an inspection and approval by L&I of all new or replacement heating equipment.
- Do not leave cooking equipment unattended when on.
- Do not store combustibles or flammables near heat sources.
- Never overload outlets, extension cords or electrical circuits.
If your circuit breaker trips, your circuit is overloaded and should be inspected.
- Have an escape plan and practice escape routes with your family. If there is a fire, get out immediately, go to a neighbor's house and call 911.

How to protect your home investment (i.e. the ability to refinance, to sell, to get insurance, etc.):

- Get permits for all anticipated alterations.
- Locate alterations already in place and determine if you have corresponding permits.
If not, contact L&I about obtaining permits/inspections for previously done alterations.
- If needed, ask L&I for a Field Technical Service visit, in which we will examine your home for issues that may need to be addressed.
- Safeguard all your permits.
- Hire only registered contractors.



Principles that guide L&I:

- Public safety: To protect the public from unsafe living conditions.
- Fire safety: Improperly installed components, including electrical, are a leading cause of fires in the state.
- Consumer protection: Improperly installed components can be costly to individuals.

L&I's authority regarding manufactured/mobile homes:

L&I's Factory Assembled Structures (FAS) section has statewide responsibility for inspecting both new and altered manufactured/mobile homes, and approving plans for alterations (RCW 43.22). With this responsibility under one statewide agency, the goal is to provide consistency and uniformity in application of laws and rules concerning alterations to your manufactured/mobile home.

For more information:

- Play it safe and contact L&I before you alter a manufactured/mobile home. For the L&I office nearest you, go to www.LNI.wa.gov/home/direct.htm, or call toll free at 1-800-547-8367. You can also find your local L&I office in the state section of the telephone book, listed as "Labor and Industries, Department of."
- Visit the FAS Web site at www.LNI.wa.gov/scs/fas/.
- Visit the contractor-registration Web site at www.LNI.wa.gov/contractors/contractor.asp, or call L&I's toll-free hotline, 1-800-647-0982, to verify if a prospective contractor is registered.

This document is available in alternative formats to accommodate persons with disabilities. For assistance, call 1-800-547-8367. (TDD users, please call 360-902-5797.) Labor and Industries is an Equal Opportunity Employer.

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